

April 15, 2003

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**ACCEPTANCE OF A CONSTRUCTION CONTRACT  
AND RELEASE OF RETENTION FOR  
GENERAL PARK IMPROVEMENTS PROJECT AT  
SORENSEN COUNTY PARK  
C.P. Nos. 86395 & 88875, SPEC. No. 00-0020  
(First District - 3 vote matter)**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT  
YOUR BOARD:**

1. Accept the work of Simgel Co. Inc., which has completed the courtyard trellis and all improvements included in the Sorenson County Park General Improvements Project in accordance with the plans and specifications.
2. Instruct the Department of Parks and Recreation to release the remaining retention amount of \$13,719 to Simgel Co. Inc., for completion of the improvements.

**PROPOSED/JUSTIFICATION OF RECOMMENDED ACTION**

Action by your Board will provide for release of the remaining retention amount to the contractor and final acceptance of the completed General Improvements Project at Sorensen Park. The Department is recommending that your Board accept the entire completed project, including the construction of the courtyard trellis. The trellis was included in the award of the original Sorensen Park construction contract. The plans and specifications, however, did not correctly reflect the current seismic and building code requirements for the trellis. Therefore, on July 2, 2002, your Board approved construction of a redesigned courtyard trellis to meet current code requirements, and increased the project budget to accommodate the additional work.

Furthermore, the Department is recommending that your Board authorize release of the remaining retention amount of \$13,719 to the contractor. On July 2, 2002, your Board accepted a portion of the construction contract and released 75% of the contract retention amount related to 90% of the original project improvements, which were completed in March 2002. The completed project elements which were accepted by your Board included: construction of a new youth ballfield and dugout shade structures, three family picnic/shade structures and a new information kiosk at the park entrance; enlarging an existing play area; re-roofing the existing seniors and maintenance buildings; installing a new air conditioning and heating system for the tiny tot room; upgrading and installing new security lighting at the north and west portions of the park; and replacing three drinking fountains and providing access in the parking lot in compliance with the Americans with Disabilities Act (ADA).

### **Implementation of Strategic Plans Goals**

Acceptance of this completed capital project supports several goals of the County Strategic Plan; they include: Goal 4 (Fiscal Responsibility) by initiating steps to preserve the County infrastructure; Goal 5 (Children and Families' Well-Being) by promoting emotional and social well-being; and Goal 6 (Community Service) by improving the quality of life for residents of Los Angeles County.

### **FISCAL IMPACT/FINANCING**

#### **Project Budget**

The final construction cost for the project, including the construction of the courtyard trellis, was \$665,012; this included the base contract amount of \$548,780 and net change orders in the amount of \$116,232. The total project cost, including plans, specifications, plan review, construction, consultant services and County services, is \$866,572 (see Attachment A).

The project was financed as follows:

- \* \$500,000 Safe Neighborhood Park 1996 Proposition, under Section (3):
  - Subsection (a), Paragraph (1), Subparagraph (VV) - \$300,000
  - Subsection (c), Paragraph (1) - \$200,000;
- \* \$67,000 Park In-Lieu Fees - Park Planning Area No. 4; and
- \* \$299,572 First District 1999-00 Extraordinary Maintenance Budget.

#### **Operating Budget Impact**

Parks and Recreation and the Chief Administrative Office have reviewed the anticipated operating requirements for the project and are estimating a one-time start-up cost of \$7,500 for a motorized ball drag. In addition, ongoing annual operating costs are

estimated at \$30,500 to operate, program, and maintain the new improvements. This includes costs for one half-time hourly grounds maintenance worker and one half-time hourly recreation services leader plus ongoing costs for maintenance supplies, and sport supplies and equipment. Annual ongoing utilities costs in the amount of \$3,750 was included in the Department's 2001-02 operating budget.

Sufficient funding for the one-time startup and ongoing operational costs will be included in Parks and Recreation's 2003-04 operating budget.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The project was substantially completed in March 2002, and the Department took beneficial occupancy of all improvements on September 21, 2002.

Acceptance by your Board can be recommended at this time as the Contractor has submitted record drawings and the Certificate of Compliance.

### **CONTRACTING PROCESS**

Adopt and Advertisement for a construction contract; and the Youth Employment Plan were approved by your Board on April 17, 2001. On June 12, 2001 your Board approved the construction contract with Simgel Co. Inc. On July 02, 2002 your Board approved an appropriation adjustment; authorized an increase in the change order and contingency fund; accepted certain portions of the construction contract; and approved partial release of the retention amount to the contractor for General Park Improvements Project at Sorensen Park.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The completion of the park improvements has provided additional recreational facilities for the communities of East Los Angeles County.

### **ENVIRONMENTAL DOCUMENTATION**

On April 17, 2001, your Board found the project to be categorically exempt under the California Environmental Quality Act.

The Honorable Board of Supervisors

April 15, 2003

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**CONCLUSION**

Please instruct the Executive Officer-Clerk of the Board to forward one conformed copy to the Chief Administrative Office, Capital Projects Division and the original and four (4) conformed copies of this letter to the Department of Parks and Recreation for distribution.

Respectfully submitted,

Tim Gallagher  
Director

David E. Janssen  
Chief Administrative Officer

Attachment (1)

c: Executive Officer (22)  
County Counsel

MB/mb (c:BoardletFinlAceApr15)

## ATTACHMENT A

**ACCEPTANCE OF A CONSTRUCTION CONTRACT  
AND RELEASE OF RETENTION FOR  
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<b>I. PROJECT SCHEDULE</b>			
Project Activity	Scheduled Completion Date	Revised Completion Date	Date Completed
1. Land Acquisition	N/A		N/A
2. Negative Declaration	N/A		N/A
3. Program	3/00		3/00
4. Schematic Design	7/00		7/00
5. Design Development	9/00		9/00
6. Construction Documents	3/01		3/01
7. Jurisdictional Approval	N/A		N/A
8. Construction Contract Award	6/01		6/01
9. Construction Start	6/01	6/01	6/01
10. Beneficial Occupancy	12/01	3/02	3/02
11. Beneficial Occupancy Courtyard Trellis	12/01	9/02	9/02
12. Final Acceptance	2/02	3/03	

## **II. PROJECT COST SUMMARY**

Cost Category	Estimated Project Cost	Impact of Proposed Action	Revised Project Cost	Expenditures & Encumbrance To Date
1. Land Acquisition	N/A	N/A	N/A	N/A
2. Plans and Specifications	\$62,070	\$0	\$62,070	\$62,070
3. Plan Review	\$4,453	\$0	\$4,453	\$4,453
4. Make-Ready Activities	N/A	N/A	N/A	N/A
5. Construction Contract*	\$663,383	\$1,629	\$665,012	\$663,383
6. Equipment	N/A	N/A	N/A	N/A
7. Consultant Services	\$25,716	\$0	\$25,716	\$25,716
8. County Services	\$107,955	(1,629)	\$106,326	\$105,805
9. Other (At Risk Youth)**	\$2,995	\$0	\$2,995	\$2,995
<b>TOTAL</b>	<b>\$866,572</b>	<b>\$0</b>	<b>\$866,572</b>	<b>\$864,424</b>

\*Includes the base contract amount of \$548,780, and net change orders in the amount of \$116,232.

\*\*Includes material, labor and supervision.

